



AGENDA

ORDINARY COUNCIL MEETING

19th March 2019

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A handwritten signature in black ink, appearing to read 'Paul McInerney', written in a cursive style.

Signed: Paul McInerney, Chief Executive Officer

AGENDA

ORDINARY COUNCIL MEETING

TO BE HELD AT THE ADELAIDE RIVER LIBRARY, ADELAIDE RIVER

ON TUESDAY 19th MARCH 2019

President of the Shire Council Andrew Turner will declare the meeting open at 6:00pm and welcome all in attendance.

1 PERSONS PRESENT

ELECTED MEMBERS PRESENT

Councillor	President Andrew Turner
Councillor	Vice President Max Corliss
Councillor	Sharon Beswick
Councillor	Sue Bulmer
Councillor	Christian McElwee
Councillor	Deborah Moyle

STAFF PRESENT

Chief Executive Officer	Paul McInerney
Senior Administration Officer	Jasmine Douglas

VISITORS PRESENT

2 APOLOGIES AND LEAVE OF ABSENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Nil

SUMMARY

This report is to table, for Council's record, any apologies and requests for leave of absence received from Elected Members for the Ordinary General Meeting held on 19th March 2019.

BACKGROUND

Not applicable.

COMMENT

Council can choose to accept the apologies or requests for leave of absence as presented, or not accept them. Apologies or requests for leave of absence that are not accepted by Council will be recorded as absence without notice.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

As per the Local Government Act s.39 (1) A person ceases to hold office as a member of a Council if the person: (d) is absent, without permission of the Council, from 2 consecutive ordinary meetings of the Council.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority.

RECOMMENDATION

That Council receive and notes the apologies for the Ordinary General Meeting held 19th March 2019.

Moved: Clr.

Seconded: Clr.

3 DECLARATION OF INTEREST OF MEMBERS OR STAFF

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Nil

SUMMARY

Elected Members are required to disclose an interest in a matter under consideration by Council at a meeting of the Council or a meeting of a Council committee by:

- 1) In the case of a matter featured in an officer's report or written agenda item by disclosing the interest to the Council by disclosure as soon as possible after the matter is raised.
- 2) In the case of a matter raised in general debate or by any means other than the printed agenda of the Council by disclosure as soon as possible after the matter is raised. The Council may elect to allow the Member to provide further and better particulars of the interest prior to requesting him/ her to leave the Chambers.

Staff Members of the Council are required to disclose an interest in a matter at any time at which they are required to act or exercise their delegate authority in relation to the matter. Upon disclosure the Staff Member is not to act or exercise his or her delegated authority unless the CEO or Acting CEO expressly directs him or her to do so.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

Local Government Act s73 & s74 (Elected Members).

Local Government Act (2008) s107 Conflict of interest (Staff Members).

POLICY IMPLICATIONS

Conflict of Interest – Code of Conduct.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority.

RECOMMENDATION

That Council receives the declarations of interest as listed for the Ordinary General Meeting held 19th March 2019.

Moved: Clr.

Seconded: Clr.

4 PETITIONS AND DEPUTATION

Nil

5 CONFIRMATION OF MINUTES**5.1 CONFIRMATION OF PREVIOUS MINUTES FOR THE ORDINARY GENERAL MEETING OF 19TH FEBRUARY 2019**

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Jasmine Douglas, Senior Administration Officer
Attachments:	Copy of Minutes will be tabled at the meeting

SUMMARY

Minutes of the Ordinary General Meeting held on 19th February 2019 are submitted to Council for confirmation that those Minutes are a true and correct record of the meetings.

BACKGROUND

Not applicable.

COMMENT

Not applicable.

CONSULTATION

Not applicable.

STATUTORY ENVIRONMENT

The Minutes as submitted must comply with part section 67(2) Local Government Act 2011 and that confirmation of Minutes is compliant with section 67(3) of the Local Government Act 2011.

POLICY IMPLICATIONS

Not applicable.

FINANCIAL IMPLICATIONS

Not applicable.

VOTING REQUIREMENT

Simple majority.

RECOMMENDATION

That the Minutes of the Ordinary General Meeting held on 19th February 2019 be confirmed by Council as a true and correct record of the meeting.

Moved: Clr.

Seconded: Clr.

6 OPERATIONS MANAGER'S REPORTS

6.1 OPERATIONS REPORTS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Operations Manager
Disclosure of Interest:	Nil
Date:	11 th March 2019
Author:	Robert Bright, Operations Manager
Attachments:	Nil

SUMMARY

Operations Manager's Report March 2019

Roads-

Slashing and Spraying

Slashing and spraying is proceeding in conjunction with existing work requirements and contractors will also be utilised to ensure road vegetation is controlled.

Reseals program

The quotes are in for the final 2nd seal of Solomon Road as soon as this is approved and subject to weather this will be done.

The shoulder and drainage work on Miles Road from Fowler Road to Solomon is completed.

Council still has funds available in our re-seal budget and I am organising quotations for sealing of the reconstructed shoulders on Miles Road to protect the edge of the existing bitumen seal.

The work would entail a bitumen strip of approx. 300/400mm of each side on to existing seal. Prices are being investigated at the moment and estimates within a \$35K range for the 12km are expected.

Balance of re-seal funds left after line marking on the new work on Miles Road is completed would then then allow for some sections of existing seal of Miles Road to have reseal applied.

Flood Damage work

Munz Road flood damage work is now done.

Water, Grade and Roll program

Haynes Road and Strickland Road are next road projects subject to being able to access gravel pits.

Town Signage Replacement Program

Quotes are being obtained in the coming weeks to start replacing worn out street name and road safety/school crossing, give way signage in both Adelaide River and Batchelor. The worst of the signs in Adelaide River will be done first, the remainder of signage replacement will be put in the next financial year budget.

Batchelor town driveway – trial residential entrances.

A number of driveways from road seal edge to the property boundaries in Batchelor have been completed and this will be observed when we get more rain to ascertain ponding of water issues. I have mentioned in my reports previously that if major infrastructure funds were ever available a deep drainage scheme for managing water would be the most effective solution. However, costs would be high and required grant funding.

Northern Rail Corridor. – formal road option

Council might recall that this proposal has been raised previously to start doing work on the Northern Corridor.

At a meeting late, last year with Northern Territory Land Corp they have expressed their preference to hand over NTLC land parcels to Council (these are currently Rated) as Council has expressed an interest in their land that has the rail corridor for future road purposes. The Finance Manager will investigate the Rating impact on Council if this was the action Council wished to pursue. The NTLC verbal offer was for a large number of NTLC parcels that include parcels outside of the rail corridor area. There are 46 NTLC rateable assessments that would become non-rateable if transferred to Councils care, control and management.

Council has also raised the roads issue with the Minister for Local Government, Housing and Community Development as part of an estimated \$24M project for a road connector (24km from Batchelor to the Litchfield Council boundary) for fragmented allotments to connect to, whilst also providing an arterial road link to the Cox Peninsula.

In relation to a letter from a resident in the northern corridor region who wants better access I can advise that works on existing road corridors under care control and management of Coomalie Council have been recently undertaken as follows

Vegetation cleared on Lithgow Road North on our road reserve, then across to rail corridor.

Currently in the budget there is \$46,000 for Lithgow Road for re-sheeting approximately 1km of road and I suggest that it could go into this part of the road. The Finnis River has a crossing there, but work will need to be done on this, it will not be a 24/7 crossing in the wet season however it will be better option than the other crossing.

I have attached a map for Council information.

Waste-

Batchelor dump is running well.

Adelaide River dump signage has gone up notifying the public of Stage 1 reduction of hours with overnight closure from 5pm – 7am -(7 days per week).

The back fence and 40m on the South West side have been installed by Contractors with EPA Grant funding that remained from the original fencing project. The Area has been sprayed for weeds, the old pile of green waste has been spilt into 3 so we can control burn with a permit that has been obtained from NTFRS. I need to

advise that NTEPA require additional information prior to a reduction burn so when all the EPA requirements can be met, this work can be done and the green waste can be better managed in association with proposed Supervision at the site asap. If the reduction burn cannot be done in the next 3 weeks, then a fire hazard may present itself.

An SPG grant application for steel Lids for the bins (to replace the tarpaulin approach) has been submitted. If Council receives this funding, we will be able to move our bins to Batchelor. If no grant funds are received, then a budget allocation should be made to ensure that waste transfer can occur from Adelaide River. The landfill area at Adelaide River is limited until a study is done to allow for landfill waste to be managed in a structured way on the existing floor as a base for moving upwards without the need to dig slots. This would need to be approved by EPA.

Supervision and education will be necessary asap at the site to ensure that depositing of waste is in the right areas. Expressions of Interest for Supervision close on the 25th March.

Parks-

The two dangerous Mahogany trees on the Adelaide River oval have now been removed by contractors.

Ongoing pressure washing of footpaths due to being mouldy with the rain.

Mahogany tree saplings and neem tree saplings are being removed as an ongoing project in both Adelaide River and Batchelor.

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives and notes the Operations Manager's Report for February / March 2019.

Moved: Clr.

Seconded: Clr.

6.2 MONTHLY POOL & DOG STATISTICS

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs\Pool Supervisor
Date:	11 th March 2019
Author:	Trevor Sullivan, Animal Management Officer
Attachments:	Nil

SUMMARY

Pool-

The Pool is running okay, water clear. Royal Lifesaving Swimming Australia lessons are continuing as planned with good numbers from rural and Adelaide River, low Batchelor numbers. Steady numbers from members of the public.

Dogs-

Dog still in the pound. Two external Rehoming Organisations have been contacted and provided with information, photos and videos of the impounded dog. Council is currently awaiting an outcome from these Organisations.

NOTE

For the Information of the Council

7 CHIEF EXECUTIVE OFFICER'S REPORTS

7.1 INCOMING AND OUTGOING CORRESPONDENCE

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Correspondence to be tabled

SUMMARY

Council is provided with items of correspondence both received and sent during the months of February / March 2019.

BACKGROUND

Hard copies are available to Council on the day of each Ordinary Council meeting for perusal, with additional copies available on request to individual Elected Members.

COMMENT

The correspondence inwards and outwards will be tabled at every meeting or included in agenda items as part of the background information for that particular issue.

The Items of Correspondence are as follows:

Correspondence In

DATE		Source	Subject
7/2/19	MI 1	Office of the Independent Commissioner Against Corruption	Appointment of General Manager
12/2/19	MI 2	Gary Higgins MLA	Letter of Support for Inpex Community (sports) grant application
15/2/19	MI 3	System Homes	Dumping of waste from Territory Housing contract work
15/2/19	MI 4	Big Rivers Waste Management	Cardboard recycling planning
18/2/19	MI 5	Litchfield Council	Animal Management Reference Group meeting notice
21/2/19	MI 6	Northern Territory Library	Reporting for Remote Libraries

21/2/19	MI 7	Big Rivers Waste Management	Coordinator position -request for support
21/2/19	MI 8	Adelaide River Primary School	Undercover area resurfacing project-request for letter of support
22/2/19	MI 9	Ironbark Project Coordinator	Planning for Adelaide River depot improvements
22/2/19	MI 10	Department of Tourism, Sport and Culture	Invitation to participate in Public Libraries Strategic Development Committee
22/2/19	MI 11	ARPS	Request for Council support of Adelaide River Sports Festival 2019
22/2/19	MI 12	LGANT	Call for policy and action motions for Executive and General Meetings
25/2/19	MI 13	Department of Infrastructure, Planning and Logistics	Arafura Waste Management, standards and requirements
26/2/19	MI 14	Power and Water	LED streetlights conversion progress report
1/3/19	MI 15	LGANT	Minutes of Executive Meeting 21/2/19
1/3/19	MI 16	Department of Infrastructure, Planning and Logistics	Combined Working Group meeting discussion
4/3/19	MI 17	Department of Infrastructure, Planning and Logistics	Austrroads pedestrian planning and design guidance
5/2/19	MI 18	Department of Tourism, Sport and Culture	Territory Day organisational arrangements for 2019
6/2/19	MI 19	NDIS & Baseball NT	Batchelor Roundtable Sport Participation Discussions
7/3/19	MI 20	National Library of Australia	Community Heritage Grant opportunity
7/3/19	MI 21	Rum Jungle landowner	Request to Council re access to property
7/3/19	MI 22	Department of Local Government, Housing and Community Development	Energy Efficiency and Sustainability Grant opportunity

Correspondence Out

DATE		Source	Recipient & Subject
12/2/19	MO 1	PM	Mayor Litchfield Council; invitation to Anzac service
12/2/19	MO 2	PM	Chief Minister; invitation to Anzac service
12/2/19	MO 3	PM	Minister Gerald McCarthy; invitation to Anzac service
12/2/19	MO 4	PM	Minister Lauren Moss; invitation to Anzac service
12/2/19	MO 5	PM	Gary Higgins; invitation to Anzac service
12/2/19	MO 6	PM	Lord Mayor of Darwin; invitation to Anzac service
12/2/19	MO 7	PM	Warren Snowdon MP; invitation to Anzac service
12/2/19	MO 8	PM	Australia Day Council; invitation to Anzac service
12/2/19	MO 9	PM	Commissioner of Police; invitation to Anzac service
12/2/19	MO 10	PM	Malarndirri McCarthy; invitation to Anzac service
12/2/19	MO 11	PM	Nigel Scullion; invitation to Anzac service
12/2/19	MO 12	PM	Mayor of Palmerston; invitation to Anzac service
12/2/19	MO 13	PM	CEO and President Belyuen CGC; invitation to Anzac service
12/2/19	MO 14	PM	Vietnam Veteran's Association; invitation to Anzac service

13/2/19	MO 15	PM	Lake Bennett Ratepayer; re Council Rates enquiry
13/2/19	MO 16	PM	DVA Veteran's Access Network NT; invitation to Anzac service
13/2/19	MO 17	PM	Federal Minister for Veteran's Affairs; invitation to Anzac service
13/2/19	MO 18	PM	Batchelor Police; request for letter of support Inpex Community Grant application
13/2/19	MO 19	PM	Federal Member for Lingiari; request for letter of support Inpex Community Grant application
13/2/19	MO 20	PM	Member for Daly Electorate; request for letter of support Inpex Community Grant application
13/2/19	MO 21	PM	Adelaide River Clinic; request for letter of support Inpex Community Grant application
13/2/19	MO 22	PM	Batchelor Clinic; request for letter of support Inpex Community Grant application
13/2/19	MO 23	PM	Adelaide River Police; request for letter of support Inpex Community Grant application
15/2/19	MO 24	PM	Big Rivers Waste Management & Cleanaway; re cardboard waste recycling
15/2/19	MO 25	PM	System homes; re dumping waste from Territory Housing renovations
15/2/19	MO 26	PM	Territory Housing; re renovation contractors' disposal of waste
25/2/19	MO 27	PM	Adelaide River and Batchelor Schools; re CRO leave
26/2/19	MO 28-33	PM	Letters of thanks to Bombing of Darwin commemoration service participants
26/2/19	MO 34	PM	Letter of support for ARPS grant application
27/2/19	MO 35	PM	Shannon Landcare and Recycling; Contract renewal Landfill Operation Supervisor for signing
27/2/19	MO 36	PM	Baptist Bush Church; re request for support for food program
27/2/19	MO 37	PM	Strickland Road ratepayer; re information about UCV for Centrelink
27/2/19	MO 38 - 48	PM	Letters to Ratepayers; re Garbage Collection audit and charges
28/2/19	MO 39	OPS	Drum Muster; re proposed muster site in Coomalie region
1/3/19	MO 40	PM	Minister for Local Government Housing & Community Development; re support for SPG Big Rivers Waste Management Coordinator

CONSULTATION

Not Applicable

STATUTORY ENVIRONMENT

Not Applicable

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

RECOMMENDATION

That Council receives and notes the items of incoming and outgoing correspondence as tabled.

Moved: Clr.

Seconded: Clr.

7.2 REVIEW OF ACTION ITEMS LIST TO MARCH 2019

Applicant: Nil
Location/Address: N/A
File Ref: N/A
Disclosure of Interest: Nil
Date: 19th March 2019
Author: Paul McInerney, Chief Executive Officer
Attachments: Action Items List to March 2019

RECOMMENDATION

That Council receives and notes the Actions Items List.

Moved: Clr.

Seconded: Clr.

7.3 COMPLAINTS REGISTER TO MARCH 2019

Applicant: Nil
Location/Address: N/A
File Ref: N/A
Disclosure of Interest: Nil
Date: 19th March 2019
Author: Paul McInerney, Chief Executive Officer
Attachments: Complaints register

RECOMMENDATION

That Council receives and notes the complaints for the February / March 2019 period.

Moved: Clr.

Seconded: Clr.

7.4 STANDING ORDER – AMALGAMATION REVIEW

Applicant:	N/A
Location/Address:	Coomalie Councillors
File Ref:	CC/79
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Paul McInerney, Chief Executive Officer
Attachments:	Nil

SUMMARY

The following is the decision of Council from its May 2012 meeting.

Moved Clr. Turner, Seconded Clr. Crook that Boundary Consultation/Expansion be a standing item on the Council agenda until resolved. Council supports making this a priority for Council.

COMMENT

July 2014

The NT Government published a notice in the Government Gazette on 3 July 2014, which includes the Robin Falls area in the Coomalie Community Government Council area.

February 2015

The Ombudsman found that Council does not have a case to answer in relation to the process to incorporate the Robin Falls area into the Council area.

June 2015

A meeting of the BCWLGAG was held at Belyuen on Tuesday 9 June 2015. The main discussion revolved around the incorporation of the remaining unincorporated areas into Councils.

December 2015

The Department of Local Government provided a background briefing for Councillors on the remaining unincorporated areas. The Territorian published a brief article on the proposal on Sunday 6th December 2015 making comment about the proposal.

January 2016

Letter sent to Department of Local Government requesting Litchfield National Park be included in the Coomalie Community Government Council area.

February 2016

The Department of Local Government have advised that there will be no further decisions made in relation to formation of new Councils in this term of Government. The Department has acknowledged Council's request in relation to Litchfield National Park.

May 2016

A meeting was held of the BCWLGAG. There was a discussion regarding the three councils working together in developing a strategy to put to the Government in relation to their future and the unincorporated land.

June 2016

Department of Local Government and Community Services were advised of Council's agreement to investigate the formation of a regional council subject to Batchelor being the administrative centre.

July 2016

Three consultants were invited to quote on the scope of works to provide an analysis of options for local government structures in the area. Two quotes were received. An application was submitted for a Special purpose Grant to proceed with the consultancy.

August 2016

The Council received an email on Tuesday 9th of August from the Department of Local Government advising that the Special Purpose Grant to provide an analysis of options for Local Government structures in the area has been granted.

September 2016

Consultants have been engaged and anticipate the review will take approximately 6 weeks.

October 2016

The President and the CEO met with the consultant's representative on Monday 26th September 2016. The discussion revolved around Councils preferred options for a new Regional Council. The consultant was advised that council's preferred option was to progressively identify areas which relate to the current Council and incorporate them into the Council.

November 2016

The Consultants met with BCWLGAG on 9 November 2016 for an update and work shop. Council representatives presented varying views of the future and there was no consensus of a preferred direction for the future. The major points were that the consultants should focus on the current Council and perhaps comment on aligning the rural parts of Lichfield Council with any new entity. Marrakai area was excluded from the current discussion. The current Belyuen stalemate should be resolved by the next election. The Government needs to lead the process for incorporation of the unincorporated lands. The timeframe is probably 5 to 9 years.

December 2016

Council resolved the following in relation to the consultant's report

That Council formally adopt its position as outlined below:

- progressively improve Council's sustainability through efficiencies, resource sharing and continued review of service levels. This also includes seeking additional income sources when appropriate
- selective expansion of the Shire area to include areas which are naturally serviced by Council
- ensure Batchelor remains the centre of administration for the Council
- support NT Government initiatives that achieve the goals identified previously.

That Council advise that the Department of Housing and Community Development that it believes there will be little progress in the incorporation of unincorporated land unless there is long term commitment from the political arm of Government.

January 2017

Wagait Council has requested that Coomalie and Belyuen Council's give permission for the Consultant's report to be made available publically on Council's website.

February 2017

A meeting of the Councils and the Division of Local Government has been arranged for Monday 20th February 2017.

May 2017

The meeting discussed the merits of the report prepared by the consultants titled Working Together- A way forward.

The meeting agreed to receive and note the report, however they believe that the report did not adequately explore the options raised by the Councils and was basically a restatement of the options explored in 2011/12.

In particular, the meeting agreed the following points:

The report does not reflect the views of the three Councils combined, or any one of the three councils.

The report does not discuss the preferred options of the three councils.

The issues relating to the unincorporated lands remains with the Northern Territory Government and the land owners.

The three councils investigate opportunities to undertake planned sharing of services.

The three councils continue to work with the Northern Territory Government on constructive options to address the development of Local Government in the top end.

It was requested that the individual Councils discuss and agree on the 5 points outlined.

Resource Sharing

It was agreed that the CEOs would meet regularly to discuss and investigate resource sharing opportunities with the three councils. This will be separate to the BCWLGAG.

The group could also investigate opportunities to contract to the Northern Territory Government some services currently provided to the unincorporated areas.

It was suggested that initially the group should meet bi-monthly and the first meeting to be held at a suitable date in the first full week of March 2017.

July/August 2017

Executive Director Department of local Government – Lee Williams and Rolf Nilson met with the Council President and CEO to flag potential staged rural council expansion in the Top End. CEO was requested to develop concept and provide estimates if required, using work untaken in 2015. Two further meetings held by the CEO with Department staff to develop the concept and cost analysis.

September 2017

The President summarised for the new Council the reason for the standing order; Amalgamation review and current NT Government position with an expanded rural Council option.

October 2017

October 10th 2017 - Executive Director Department of local Government – Lee Williams and Rolf Nilson special presentation to Councillors on the history of previous years' amalgamation proposals and potential for Coomalie, Litchfield National Park, Belyuen model to be considered.

October OGM confirms Coomalie Councils position via formal resolution and summarised by the following purpose statement.

“That the Coomalie Community Government Council confirms its commitment to

1. *pursue the building of a stronger rural local government model in the region;*

and

2. *to work cooperatively with Councils in developing options that allows for a stronger rural local government model to be established in the region; with the following process being put forward to the Belyuen Community Government Council for its consideration.”*

November 2017

Council has been in discussion with Local Government Division regarding building capacity assistance to assist with expanding Local Government.

After the October meeting the CEO met with the CEO of Belyuen Council. Belyuen Council invited Coomalie Councillors to meet with their Councillors and have a tour of the important facilities of the Belyuen Community. On the 10th November Councillors Turner, Beswick, Bulmer, Moyle and the CEO travelled to Belyuen Council for the first visit.

A reciprocal invitation has been extended for Belyuen Councillors to visit Coomalie on December 1st, 2017.

December 2017

Belyuen Councillors visited Coomalie Council on December 1st. The first meeting of the Working Group was held to establish 4 focus areas (Governance and Administration, Finance and Assets, Works Services and organisational structure, Our Communities) that would be examined as part of a future proposal for consideration. A tour of Batchelor and Adelaide River and part of the rural areas was conducted to conclude the visit.

The CEO's of Belyuen and Coomalie and Finance Manager of Coomalie met at Belyuen on the 6th December 2017 and in conjunction with Local Government Division representatives Kate Wheen and Rolf Nilsson to undertake work planning required over the coming months and what resources are needed in the finance/assets analysis. Asset Condition assessment at both Councils would be a high priority.

Local Member for Daly, Mr Gary Higgins met at the Council on the 13th December 2017, with the President, CEO and Finance Manager to be informed on the current discussions with the Belyuen Council. In discussions, Mr Higgins advised of his bipartisan support for the two Council's efforts.

January 2018

The combined working group met on 19th January 2018 at Belyuen. Asset condition review quotations being sought; work will commence on combined financial analysis in the next month; proposed that the two Councils endorse an invitation to the Minister for Housing and Community Services to attend a future combined working group meeting.

February 2018

The combined working group will meet with Belyuen on Friday 23rd February 2018.

Progress during January / February has been;

1. Letter of invitation to the Minister for Housing and Community Development (signed by both Presidents) to attend a future Combined Working Group meeting.
2. Various phone hook-ups have been undertaken with Bruce Lorimer, Core Concepts Pty Ltd and Ross Moody RVM management to develop a proposal for an Asset review/due diligence exercise with Coomalie and Belyuen assets. A proposal and letter has been forwarded to the CEO, Dept Housing

and Community Development seeking consideration of the proposal that will allow for better information for both Councils on asset condition, information towards consultation on a potential proposal, and towards better asset management by a potential new council. (copy attached).

3. Council Finance Manager and Senior Accounts Officer visited Belyuen on the 13th February 2018. They had discussion with Belyuen staff on the range of programs run by Council through the NT and Commonwealth Governments, visited the General store and had exposure to the Aged Care systems and retail point of sale system and cost allocations between programs.
4. Financial modelling and analysis towards identifying support needed in relation to a potential new Council will need to be commenced shortly. This is assisted by the outcome from the Asset Condition Review proposal, and joint meetings between the two Councils.

March 2018

Combined Working Group was cancelled due to impacts at Belyuen. This included the Minister for Housing and Community Development visit.

Core Business Australia commence their due diligence of Assets at Coomalie and Belyuen from April 9th until 12th April with workshops and field inspection of assets.

Work will continue over the next month.

April 2018

Workshops conducted on April 9th and 11th 2018 at Coomalie and Belyuen by Core Business Australia for Finance and Operational Staff in relation to the due diligence – asset condition review. Source data work continuing by staff, expecting preliminary final report from Core Business Australia at next Combined Working Group meeting on June 8th, 2018 at Belyuen.

Combined Working Group on 30th April 2018 met with Minister for Housing and Community Development, Hon Gerry McCarthy, MLA at Parliament House to brief the Minister on progress to date and time frames in the coming months. The organisational chart was also discussed.

Additional information supporting building Coomalie capacity and in regard to legacy issues have been forwarded to the Minister.

May / June 2018

Combined Working Group meeting held June 8th at Belyuen. Asset Due Diligence report presented by Bruce Lorimer. Discussion on Regional Council Model and Councillor representation and local authority for Belyuen Community.

July 2018

- Due Diligence Assets Report will be handed down soon
- Proposal for ICT systems received from Council Biz
- President and CEO attended meeting with Department to clarify if the proposed merger is regarded as a significant change under LG Act and would trigger elections
- Staff are working on proposal paper.

August 2018

Combined Working Group meeting was held on August 10th at Batchelor.

Presentation by Michael Freeman and Tony Tapsell of Councilbiz in relation to Regional Council ICT model for consideration by the Group.

Discussion on formation of Consultation Document under development. Agreed at meeting that the 2 Councils note the need for financial sustainability will need to encompass a larger model.

Final draft of Asset Due Diligence has been received for checking by both Councils CEO's. This was received after Working Group meeting.

Finance Staff are waiting a date for a presentation from Councilwise on their ICT systems.

September 2018

- Councilwise presentation, finance and accounts at Belyuen.
- Asset Due Diligence final report meeting CEO and Core Business Australia

October 2018

Draft Preliminary Financial Risk Analysis document by finance/CEO considered and noted by Council. Further work will be undertaken once audited financial statement for 2017/18 are received. Discussion on Organisation Chart under Local Authority option for Belyuen highlighting Day 1 organisational framework needs.

Asset Due Diligence final report from Core Business Australia received and will be incorporated into final proposal document.

Discussion on next advice and content for Minister for Housing and Community Development and required support from NT Government.

November 2018

Ministerial briefing paper being developed along with future Governance, staffing requirements and service provision.

January / February 2019

Ministerial briefing draft completed and forwarded to Belyuen Council for their consideration Jan/Feb. Combined Working Group meeting will be convened when Belyuen endorses /amend brief.

Next step would be Departmental briefing and feedback, submission to Minister for NT Government assessment. Public consultation would occur after NT Government position is known.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Nil

VOTING REQUIREMENT

Simple majority

NOTE

For the information of Council

7.5 CEO ACTIVITIES REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	CCGCDocs/CEO
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY**CEO Activities Report March 2019****1. Key meetings/discussions attended**

Feb/March – Councilwise computer system module conversion significant work continues by staff as well as with Department Compliance Audit preparation.

17th/18th February – Telstra internet phone outages in Batchelor due to cable being cut by landholder. (Non-Telstra related)

19th February – Telstra outage from December/January debrief with Nick Danks and Councillors.

20th February – Staff coordinate Bombing of Darwin Ceremony – 100 people attend.

20th February – Discussion with Member for Daly, Gary Higgins.

22nd February – meeting with convenors of Community Garden open day regarding wanting to hold a Batchelor Showcase day. Mother's Day, Sunday May 12th in conjunction with Batchelor Markets.

22nd February – documentation forwarded to DLGHCD regarding compliance review.

22nd February – Arafura Regional Roads Committee Meeting teleconference.

25th February – Attendance by CEO at evening Belyuen Council meeting regarding draft Ministerial brief.

27th February – phone discussion with Executive Director, Local Government Division re status of ministerial brief and Combined Working Group meeting scheduled for 6th March.

27th February – Informal liaison meeting with Batchelor/Adelaide River Police and 3 Councillors at Council Chambers in relation to community safety. Agreed that at next discussion that Territory Housing be invited.

28th February – Peak Sporting Bodies NT roundtable discussion at Batchelor – Sports Expo for Sunday May 12th agreed. Further meeting to be held as pre-planning for major come n try day on May 2nd.

4st March – Phone meeting with Sharon Fielder, Office of Recreation and Sport in relation to 6-month KPI's, relief CRO arrangements and Peak Sporting Bodies roundtable initiative by Council.

4th March – Public Notices and resolutions from February meeting in relation to changing management and operation of the Adelaide River Waste Transfer Facility placed on Post Office Noticeboard and at transfer Site.

6th March – informal meeting at Batchelor with Valuer General

6th March – Combined Working Group meeting at Batchelor – 6 Coomalie Councillors and 2 Belyuen Councillors attend including 2 CEO's to finalise ministerial brief.

8th March – notified Executive Director, DLGHCD of outcomes from Combined Working Group meeting. Departmental briefing to follow on date to be advised.

12th March – advice received from Power and Water NT in relation to test drilling program for water on NT Road Reserve, Batchelor and Council reserves at Adelaide River.

12th March – request from Executive Director, Dept of LGHCD in regard to assisting in promotion of enrolment to vote for people not on Roll in Coomalie and Medicare. This will assist with NT Govt and Councils with GST distribution as NT has an undercount.

2. Belyuen Coomalie Combined Working Group – Ministerial briefing update

Combined Working Group was held on March 6th with all Coomalie Councillors attending this important meeting to finalise the ministerial brief document. Consultation with Officers of the Department will now be scheduled. This is likely to be Tuesday April 2nd and at the time of writing is subject to confirmation from the CEO, Belyuen Council who is away at the present.

3. Maternity Leave relief positions finalised.

Relief appointments have been made as follows:

Relief Operations Supervisor – (up to 6 months) – Ms Candice Rowlands.

Relief Community Recreation Officer – (up to 8 months) – Ms Stacie Selwood.

4. Tender documents – closing 5th April.

Council

The two tenders for

1. Coach Road construction and sealing – Grand Funded
2. Garbage Waste Collection services – 3 x 1-year period contract.

Invitation to tender advertisements were placed on the 16th and 20th February respectively as well as on Council facebook site, Council Website and Noticeboards at Batchelor and Adelaide River.

Tenders close on Friday 5th April at 4pm.

These will then be assessed by the SMT and recommendations and report to Council in confidence at the April meeting.

5. SPG Grants next round – applications submitted.

1. Demountable buildings and power for supervision purposes at the two waste transfer stations.
2. Waste transfer bins – steel lids/hydraulics to replace tarpaulin method.
3. Solar Panels at Council Office and Batchelor Swimming Pool – resubmitted.

6. Compliance Review – 4 yearly programs by DLGHCD

Will be conducted on site between the 20th and 27th March by the Department of Local Government, Housing and Community Development.

7. Councilwise transition.

As mentioned in the report significant transition and data migration work/reconciliations has been occurring with the Councilwise system by particularly the Finance Manager and Senior Finance Officer.

The Finance Manager Reports highlights some conversion matters that have impacted on our ability to hold the planned February Internal Audit Committee meeting and this will be held in April 2019.

Also, this month's OGM due to the transition to the new system, it has not been possible to provide the following required by Section 18 of the Local Government Accounting Regulations 2008 Financial reports to Council –

(1) The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council, setting out:

(a) the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

These reports will be provided to Council as soon as possible after the March OGM under separate email and also presented at the April OGM for confirmation purposes.

Recommendation

I would request that due to transition to the new IT system that Council notes the following:

- 1. Deferral of the Internal Audit Committee meeting from February to April 2019.**
- 2. That reports required by Section 18 (1) of the Local Government Accounting Regulations will be provided for confirmation at the April OGM.**

8. Office of Sport and Recreation – 6-month KPI review

I held recent discussion with Sharon Fielder, Office of Sport and Recreation in relation to Council's Community Recreation Program. Sharon was advised that the CRO was yet to obtain formal Austswim and WETS qualifications prior to departing on Maternity leave. Royal Life Saving NT through Floss Roberts has organised for the 6-week swim program across all age group being undertaken in February/March. Options were discussed in relation to achieving the KPI's into the future and Sharon had been following with great interest the Peak Sporting Bodies Roundtable concept initiated by Council to try and improve programs to the community. This could lead to positive outcome within the Schools program as well as Council's community sport programs.

Also discussed with Sharon was Council's push to try and attract philanthropic funding support to help attract additional funds towards programs to the community in relation to sport and recreation. These funds if attracted would be used to offset travel costs/coaching hourly rates of peak sporting bodies staff.

9. Arafura Regional Roads Committee

This DLGHCD initiative was established in mid – late 2018 and has representation of Councils in the Arafura Region Grouping and importantly has senior DIPL staff in attendance.

Common regional roads, airports and infrastructure generally is discussed as well as Traffic Management standards and other codes and practices that are shared by DIPL with Councils.

At the recent meeting I was able to seek action on having DIPL contracts issued locally to have a future clause inserted that contractors must contact Council Operations staff in relation to their intention to deposit waste from their contracts at our Waste Sites. This action has been requested by our Operations Department.

Also, in relation to heavy loads above our load limits for applicants for permits to include contact with the smaller Shire Councils as the online forms only included Darwin, Palmerston, Litchfield, Katherine, Tennant Creek and Alice Springs.

It is a useful forum and will be of great benefit I believe into the future.

10. Big Rivers Regional Waste Management Authority – Coordinator position – SPG Grant application by group.

Just prior to the closing date for Special Purposes Grant Applications, Big Rivers Regional Waste Management Group requested letters of support for SPG funding for a 3-year program that would allow for the continuation of the Waste Management Coordinator position.

I provided a standard in principle letter of support for the initiative that relies on each Council continuing with its annual contribution of \$10K.

As CEO I have attended one phone conference meeting with the group with another scheduled shortly. At these meetings potential for regional collaborative efforts are discussed due to the similarity in problems faced by low population, remote locations and costs of delivering recyclables.

11. Territory Day Fireworks

Matthew James, Event Manager, Community Participation Sport and the Arts, Department of Tourism, Sport and Culture has recently advised me that the Territory wide contract by NT Government will be released soon in relation to the 2019 program. The permits required will be sought by the relief CRO in due course.

Paul McInerney

Chief Executive Officer

RECOMMENDATION

That Council receives and notes the CEO's Activity Report for the period February / March 2019.

Moved: Clr.

Seconded: Clr.

7.6 PROPOSAL REGARDING LITHGOW ROAD NORTH AND UNNAMED ROAD AND FINNIS RIVER CROSSING – 1104, HUNDRED OF GOYDER, RUM JUNGLE

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	11 th March 2019
Author:	Paul McInerney, Chief Executive Officer
Attachment:	Letter from Resident Map of Location from Operations Manager

SUMMARY

The landholder is seeking a formal road extension along unmade Lithgow Road North and unmade/unnamed road reserve towards the northern rail corridor. The Finnis River requires a culvert or form of crossing to allow access during the wet seasons. The landholder is prepared to contribute towards the crossing that would enable further works above Council's standard determination to ensure greater access in the wet.

BACKGROUND

The letter from the landholder is attached for information of Council.

The access could be improved but would require road funding to be allocated for the improvements.

The Operations Manager has reported on this request in the March 2019 OGM report.

Lithgow Road North extension and then onto unmade/unnamed gazetted road reserve and installation of a better creek crossing maybe of interest to Council if its plans are to utilise the NT Landcorp land that has the rail corridor as part of a future road solution for the Batchelor-Cox arterial road proposal. This was conceptually raised with the Minister in a separate briefing in April last year with the issues also affecting development in the northern or Collette Creek area of the Council.

The road length in question with the request is approximately 1.4 km and the Ops Manager has advised it would be formed road with a carriageway for traffic of 6.5metre width and also shoulders and road drains. Design of the river crossing would be through a mix of culverts approximately and rock walls for a floodway in larger flows.

COMMENT

Nil

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil – as this proposal is on existing and identifiable gazetted road reserves.

POLICY IMPLICATIONS

Road Hierarchy adjustment

FINANCIAL IMPLICATIONS

Would require budget consideration/costing for the river crossing and road construction.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council consider the request and in conjunction with conceptual plans for a Batchelor-Cox Pensinsula arterial road development projects

Moved: Clr.

Seconded: Clr.

7.7 BIG RIVERS REGIONAL WASTE COORDINATOR – CALL FOR SUPPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Paul McInerney, Chief Executive Officer
Attachment:	SPG Application Support Letter in Principle from Council for SPG Grant application purposes.

SUMMARY

The Big Rivers Waste Management Group (through the Katherine Town Council) have coordinated meetings with the Minister for Local Government, Housing and Community Development to seek advice on the best approach to secure a 3-year funded program for the Waste Management coordinator position.

The advice received was to jointly submit an application for SPG Grant Funding.

Each participating Council would be required to submit the annual existing contribution of \$10K per annum to provide support funding towards the potential SPG Grant if it were approved by the Minister.

This year under a trial arrangement that commenced in November (being nearly 5 months into the FY) and to assist with the Adelaide River Waste Transfer Facility Council was offered a \$5K trial of services through to May 2019. This was of great assistance at short notice after we were required to complete an operational plan and compliance plan associated with the Directions Notice for the site.

The letter I have forwarded due to the closing date has been “in principle support”. In the preliminary estimates for the 2019/20 Budget an amount of \$10K will be included to maintain the affiliation with Big Rivers Waste Management Group. This will obviously be confirmed or deleted when the estimates are finalised.

BACKGROUND

From: Sue Crammond <sue.crammond@ktc.nt.gov.au> **On Behalf Of** Robert Jennings

Sent: Thursday, 21 February 2019 3:22 PM

To: ceo@westdaly.nt.gov.au; 'ceo@vicdaly.nt.gov.au' <ceo@vicdaly.nt.gov.au>; sharon.hillen@ropergulf.nt.gov.au

Cc: CEO <CEO@coomalie.nt.gov.au>

Subject: Big Rivers Regional Waste Coordinator - Request for Support 2019-2022

Good afternoon fellow CEOs,

Over the last months, Katherine Town Council have sought joint funding for the Regional Waste Coordinator position from the Department of Health and the Department of Local Government without success. We then met with Minister McCarthy and his advisor Peter Holt last week, who informed us that our best option is for all the participating Councils to put in a joint SPG submission.

This is what we are now embarking on and I seek your support for the completed submission. Once we have a draft we will send it out to you for your comment - but the essence of the proposal is to continue the funding for the position for another three years (\$360k for the three year period) based on the good work already done and the important work to come. The regular funding of \$10K for each Council would still be required.

Please give me a call with any queries and it would be useful if you could drop me an email that indicates your in-principle approval.

Regards

Robert Jennings B Econs, B App Sc, B Arch (Hons), Dip Bus, MIPAA (VIC), FAIM, RA (non-practicing)

Chief Executive Officer, Katherine Town Council

Civic Centre, Lot 1865 Stuart Highway, Katherine, NT, 0850

Please contact Sue Crammond, Executive Assistant on:

P: 08 8972 5515 (direct) | P: 08 8972 5500 (office) | f: 08 8971 0305 , records@ktc.nt.gov.au

COMMENT

Nil

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

\$10K Council Contribution put in 2019/20 Budget Estimates.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council notes the in-principle letter of support provided towards the SPG Grant application put forward by the Big Rivers Waste Management Group.

Moved: Clr.

Seconded: Clr.

7.8 ADELAIDE RIVER WASTE TRANSFER STATION

Applicant: N/A

Location/Address: N/A

File Ref:

Disclosure of Interest: Nil

Date: 12th March 2019

Author: Paul McInerney, Chief Executive Officer

Attachment: Adelaide River Waste Transfer Station Survey
Photo of signage regarding night time closure notice to public
Expression of Interest – Management of Site

SUMMARY

Following on from the EPA directions Notice in November 2018 and the development of a compliance and Operation Plan as at the 31st December 2018 and consequent endorsement by Council at the January OGM, a series of resolutions were adopted by Council in February OGM in regard to the site and are provided in the background section of this report. (A Councillors onsite Workshop with senior management occurred on Saturday Feb 2nd, 2019.)

Since the February OGM the following actions have occurred:

- Fencing of the rear section of the Adelaide River Waste Transfer site has been recently completed.
- 7 day per week closure (night time hours) 5pm – 7am from the 1st April 2019, has been advertised via a major sign at the entranceway to Adelaide River Waste Transfer Station and posters on noticeboards at the Post Office and Adelaide River Library as well as in Stop Press and Council's Facebook site.
- Survey form prepared for distribution to ratepayers and residents of Adelaide River and rural areas in regard to their current use of the site, days and times and other relevant information from needing listed wastes disposal options e.g. tyres, batteries etc This will provide information to assist Council in further targeted staged opening hours that will meet budget constraints for supervision.
- Expressions of Interest have been called inviting proposals from persons/companies in regard to the control and supervision of the site through the various stages expected in 2019. Closing date for Expressions is Monday 25th March 2019.
- When survey responses are received and feedback from the Community Workshop/ Forum received then further knowledge of listed waste disposal needs will be known which will allow for potential options to be researched and sourced with recycling companies and also from a licensing perspective through the NT EPA Licensing branch.
- Notices have been placed at the Post Office, Community Library, Stop Press and also on Facebook in relation to the Community Workshop/Forum on the 19th March at 4.30pm – 5.30pm

BACKGROUND

At the February 2019 meeting a series of formal Council decisions were made that will lead to the better control, management and operation of the Adelaide River Waste Transfer Station and landfill.

RESOLUTION 19/02/2019/009 – fencing of perimeter of Adelaide River Waste Transfer site

That Council approve for the remaining fencing to be installed at the rear of the Adelaide River Waste Facility site utilising the balance of the EPA Grant funds and also Council funding if required to complete the project that will enable the perimeter of the site to be controlled.

RESOLUTION 19/02/2019/010 – Advance notice of Stage 1 closure of Adelaide River Waste site from 5pm until 7am (night closure) each day and questionnaire to the Public on suitable days of further restricted days/ hours to be distributed.

That Council provide one months' notice that as the first step towards restricting hours at the Adelaide River Waste site advise residents and ratepayers that the Adelaide River Waste site will be closed to the public from 5pm until 7am each day (until altered or varied by Council); and that it authorise to undertake a questionnaire of Adelaide River rural residents and ratepayers that provides an indication on the preferred days and hours that they use the Waste Transfer station and that the questionnaire clearly state that 7 day access will not be an affordable option for Council to consider. The questionnaire to include that Council may not be in a position to receive listed wastes under the Environmental Protection Act.

RESOLUTION 19/02/2019/011 – Expression of Interest for control, management and supervision of the Adelaide River Waste Transfer Site

That Council call for expressions of interest from the Public for persons or companies who are interested in managing the waste transfer site at Adelaide River and that the Expression of Interest guidelines clearly states that hours that the site will be opened will be significantly restricted; that educating users of the site in segregating waste will be a key objective, as well as ensuring the site is controlled and managed and kept tidy at all times; expressions to contain preferred arrangement for a contractor or employee relationship and remuneration or other relevant considerations.

RESOLUTION 19/02/2019/012 – Licensing requirements cost benefit/affordability analysis

That Council in assessing the potential EPA Licensing options for the site authorise the CEO to investigate the potential for the main listed wastes of tyres, batteries, gas bottles, fire extinguishers etc to be disposed of via authorised EPA licensed contractors which might be undertaken as periodic collection days only e.g. quarterly, six monthly, annually rather than accepting them at the site and segregating then stockpiling the listed wastes.

RESOLUTION 19/02/2019/013 – Professional Signage at the entrance and within the waste transfer areas of the Adelaide River Site/

That Council authorises for the expenditure of required new signage at the Adelaide River Waste Transfer Station that clearly advises the public in relation to changing management of waste streams and hours of opening being transitioned in 2019 as a result of the requirements of the NT EPA Directions Notice.

RESOLUTION 19/02/2019/014 – March Ordinary General Meeting – change of location.

That Council in providing an opportunity for a forum to be held at Adelaide River set the March OGM (Tuesday 19th March 2019) to be conducted at Adelaide River at a location to be confirmed by the CEO as part of the formal notice of meeting procedure pursuant to Section 59 (4), Local Government Act.

COMMENT

Nil

CONSULTATION

Nil

STATUTORY ENVIRONMENT

NT EPA – Directions Notice

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

New funds will be required to be set aside in Budget for Management of the Site as progression of the various supervision and management stages occur in 2019.

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council formally notes the actions that have been undertaken in relation to the February OGM decisions: and that it consider a Special Council meeting being called to progress any urgent actions that may be required in relation to the Adelaide River Waste Transfer Station and Landfill site.

Moved: Clr.

Seconded: Clr.

7.9 COUNCILLORS FIELD TRIP

Applicant:	N/A
Location/Address:	N/A
File Ref:	
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Paul McInerney, Chief Executive Officer
Attachment:	

SUMMARY

At the February 19th OGM it was suggested that the Councillors complete an onsite inspection of Council Projects and facilities. It is proposed for Councillors consideration that a Saturday morning into mid-afternoon is what may work best in terms of availability of Councillors.

A listing of projects to develop an itinerary for the day would be compiled based on or around sports and community assets, roads grant project and future potential grant funded projects.

It is suggested that Saturday March 30th or April 6th be the optimum days being in between Council meeting.

BACKGROUND

Over a number of years in the past, a field trip with Councillors has been undertaken for the opportunity for Council to physically inspect together a range of Council assets, current projects and potential future projects.

COMMENT

A bus driver would be sought for the field trip.

CONSULTATION

Nil

STATUTORY ENVIRONMENT

Nil

POLICY IMPLICATIONS

Nil

FINANCIAL IMPLICATIONS

Field Trip lunch

VOTING REQUIREMENTS

Simple Majority

RECOMMENDATION

That Council approve the onsite inspection of Projects and facilities to occur on either Saturday 30th March or Saturday 6th April 2019.

Moved: Clr.

Seconded: Clr.

8 FINANCE REPORTS

FINANCE MANAGER REPORT

Software

Council approved the migration and implementation to the Propertywise and Xero software programs late last year and this process commenced early February. The Attache system we were on was not able to transfer all data by csv files, so a majority of payments and reconciliations have been done manually to ensure the systems correlate. This has taken a great deal longer of my time this month but needed to, so we had correct data. Conversion balances and accruals are to be entered and confirmed this week. We had a few payroll glitches that were sorted out quickly after the first pay run, but overall the Accounts Officer and I are very pleased with the new system. Payroll is still taking around the same time to process, but it is saving us time particularly in ordering, paying suppliers and reconciling bank accounts.

This month I am unable to provide an accurate monthly summary report with year to date figures, so this will be provided at the next Council meeting. There is still a bit of work to do with the conversion balances and reconciling this week to tidy this up.

The Propertywise software (for receipting and rating) data was migrated this week from Council's old Lynx software. This should go smoothly, and we anticipate that we will be using the new Propertywise software by the end of next week.

The project has taken slightly longer than I anticipated but will all be worth it in the end. It has not been a difficult process and has been a fairly easy intuitive program to learn, along with the online assistance. We can see the benefits that will be delivered in the longer term of time saving due to easy to use, better reporting tools, accurate and up to date information for Council.

I also ask that Council note that the transition to the new system has impacted on our ability to have an audit committee meeting in February. This will be reconvened in April.

Portable Toilet

The original portable toilet quoted on was a 2x2 toilet, but by the time the capsule was mounted onto the trailer it was slightly over width to register with MVR. We have now amended the order to a 4x1 toilet. The capsule is imported from the USA and was due to arrive in Australia mid-March. This will be installed on the trailer and freighted to the Council before Anzac Day 2019.

8.1 PAYMENT REGISTER

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

SUMMARY

As part of the monthly reporting procedures a full listing of cheques and EFT payments made is submitted to Council.

BACKGROUND

Attached is a listing of accounts paid for February 2019.

COMMENT

No additional comments are provided to this report.

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to Council –

(1) The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council, setting out:

(a) the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the Council (including money held in trust); and

(b) a statement on the debts owed to the Council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the Council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

PAYMENT REGISTER

Coomalie Community Government Council

For the period 1 February 2019 to 28 February 2019

Date	Source	Description	Amount
CCGC CBA Cheque			
02 Feb 2019	Spend Money	Commonwealth Bank of Australia	53.77
04 Feb 2019	Bank Transfer	Bank Transfer from CCGC CBA Cheque to CBA Credit Card CEO	1,552.91
06 Feb 2019	Payable Payment	Payment: RS Gardening Care	5,731.80
06 Feb 2019	Payable Payment	Payment: RS Gardening Care	6,653.50
07 Feb 2019	Payable Payment	Payment: DT & MG Kerr	3,610.75
07 Feb 2019	Payable Payment	Payment: Cr. Sue Bulmer	450.00
07 Feb 2019	Payable Payment	Payment: Cr. Sharon Beswick	450.00
07 Feb 2019	Payable Payment	Payment: Cr. Andrew Turner	1,500.00
07 Feb 2019	Payable Payment	Payment: Cr. Max Corliss	850.00
07 Feb 2019	Payable Payment	Payment: Cr. Deborah Moyle	450.00
07 Feb 2019	Payable Payment	Payment: Cr. Christian McElwee	450.00
12 Feb 2019	Spend Money	Generated by Xero Payroll	24,278.35
14 Feb 2019	Spend Money	Superchoice Services Pty Limited	2,860.93
14 Feb 2019	Spend Money	Paul McInerney	312.00
15 Feb 2019	Payable Payment	Payment: Darwin Office Technology	258.77
15 Feb 2019	Payable Payment	Payment: VTG Waste & Recycling P/L	2,077.68
15 Feb 2019	Payable Payment	Payment: VTG Waste & Recycling P/L	2,077.68
15 Feb 2019	Payable Payment	Payment: Vanderfield Northwest	83.42
15 Feb 2019	Payable Payment	Payment: Mitchell Refrigeration & Air Conditioning	176.00
15 Feb 2019	Payable Payment	Payment: Mitchell Refrigeration & Air Conditioning	181.50
15 Feb 2019	Payable Payment	Payment: VTG Waste & Recycling P/L	2,077.68
15 Feb 2019	Payable Payment	Payment: JAC Embroidery TA Brandit NT	8.80
15 Feb 2019	Payable Payment	Payment: Darwin Office Technology	727.80
15 Feb 2019	Payable Payment	Payment: Area9 IT Solutions	334.88
15 Feb 2019	Payable Payment	Payment: VTG Waste & Recycling P/L	2,077.68
15 Feb 2019	Payable Payment	Payment: VTG Waste & Recycling P/L	2,077.68
15 Feb 2019	Payable Payment	Payment: Lindsell Hoists	720.50
15 Feb 2019	Payable Payment	Payment: CJD Equipment	278.81
15 Feb 2019	Payable Payment	Payment: Diedre Pickering	2,763.13
15 Feb 2019	Payable Payment	Payment: Pumacard	2,804.23
15 Feb 2019	Spend Money	Commonwealth Bank of Australia	7.04
15 Feb 2019	Spend Money	Commonwealth Bank of Australia	51.92
15 Feb 2019	Spend Money	Commonwealth Bank of Australia	67.54
15 Feb 2019	Payable Payment	Payment: Turbo's Tyres	351.45

15 Feb 2019	Payable Payment	Payment: Oolloo Investments Pty Ltd	14,627.84
15 Feb 2019	Payable Payment	Payment: Turbo's Tyres	721.60
15 Feb 2019	Payable Payment	Payment: NT Quality Hay & Contracting P/L	2,530.00
15 Feb 2019	Payable Payment	Payment: Victor Fox	2,700.00
15 Feb 2019	Payable Payment	Payment: JEL Holdings Pty Ltd	40.00
15 Feb 2019	Payable Payment	Payment: VTG Waste & Recycling P/L	2,077.68
22 Feb 2019	Payable Payment	Payment: Bruce Mason	90.00
22 Feb 2019	Payable Payment	Payment: Bruce Mason	1,353.00
26 Feb 2019	Spend Money	Superchoice Services Pty Limited	2,660.31
26 Feb 2019	Spend Money	Generated by Xero Payroll	23,116.14
27 Feb 2019	Payable Payment	Payment: MASTEC Australia Pty Ltd	3,139.62
27 Feb 2019	Payable Payment	Payment: Bruce Mason	480.00
27 Feb 2019	Payable Payment	Payment: St John Ambulance Australia	150.00
27 Feb 2019	Payable Payment	Payment: Shannon Recycling & Landcare	1,375.00
27 Feb 2019	Payable Payment	Payment: Norsign NT	84.92
27 Feb 2019	Payable Payment	Payment: Chris Reynolds Transport	77.00
27 Feb 2019	Payable Payment	Payment: Tradelink - Darwin Plumbing Supply	76.30
27 Feb 2019	Payable Payment	Payment: Attache Software Australia Pty Ltd	52.50
27 Feb 2019	Payable Payment	Payment: Air Liquide WA Pty Ltd	75.52
27 Feb 2019	Payable Payment	Payment: L&V Nominees Pty Ltd	420.00
27 Feb 2019	Payable Payment	Payment: H&K Earthmoving Pty Ltd	15,276.50
27 Feb 2019	Payable Payment	Payment: VTG Waste & Recycling P/L	2,077.68
27 Feb 2019	Payable Payment	Payment: Komatsu Australia Pty Ltd	867.20
27 Feb 2019	Payable Payment	Payment: NT Land Corporation	1.00
27 Feb 2019	Payable Payment	Payment: Area9 IT Solutions	1,848.00
27 Feb 2019	Payable Payment	Payment: Area9 IT Solutions	977.83
27 Feb 2019	Payable Payment	Payment: NT Rural Pty Ltd TA Territory Rural	2,420.00
27 Feb 2019	Payable Payment	Payment: Oolloo Investments Pty Ltd	1,017.88
27 Feb 2019	Payable Payment	Payment: Vanderfield Darwin	192.10
27 Feb 2019	Payable Payment	Payment: HD Pumps	190.00
27 Feb 2019	Payable Payment	Payment: Fulton Hogan Industries	2,090.00
28 Feb 2019	Payable Payment	Payment: Sandra Selems	150.00
Total			151,363.82

RECOMMENDATION

That Council approve and pass for payment the February 2019 payment register totalling \$151,363.82.

Moved: **Clr.**

Seconded: **Clr.**

8.2 FINANCE AND GRANT REPORT

Applicant:	N/A
Location/Address:	N/A
File Ref:	N/A
Disclosure of Interest:	Nil
Date:	19 th March 2019
Author:	Melissa Kerr, Finance Manager
Attachments:	Nil

SUMMARY

As part of the monthly reporting procedures a finance and grant report, and a financial summary report is submitted to Council.

BACKGROUND

Attached is the finance and grant report. A monthly financial summary report for February 2019 will be in the April agenda.

COMMENT

Nil

CONSULTATION

There is no consultation that applies to this report.

STATUTORY ENVIRONMENT

Section 18 of the Local Government Accounting Regulations 2008 Financial reports to Council –

(1) The CEO must, in each month, lay before a meeting of the Council a report, in a form approved by the Council, setting out:

(a) the actual income and expenditure of the Council for the period from the commencement of the financial year up to the end of the previous month; and

(b) the forecast income and expenditure for the whole of the financial year.

(2) The report must include:

(a) details of all cash and investments held by the Council (including money held in trust); and

(b) a statement on the debts owed to the Council including the aggregate amount owed under each category with a general indication of the age of the debts; and

(c) other information required by the Council.

POLICY IMPLICATIONS

There are no specific policies that apply to this report.

VOTING REQUIREMENT

Simple majority

**COOMALIE COMMUNITY GOVERNMENT COUNCIL
FINANCIAL REPORT FOR THE PERIOD ENDING 28TH FEBRUARY 2019**

Cash at Bank					
Cash on Hand					\$ 1,000.00
Cheque Account					\$ 68,952.56
Investment Account					\$ 2,200,000.00
Trust Account					\$ 1,005,686.13
Total Cash at Bank					\$ 3,275,638.69
Debtors	Current	30 Days	60 Days	90 Days	
Trade ***	2,750.00	271.80	-	306.00	\$ 3,327.80
Rate Arrears	-	-	-		\$ -
Rates paid in advance		-	-	-	0.00
Total Debtors					\$ 3,327.80
Creditors	Current	30 Days	60 Days	90 Days	
	27,611.87	-	-	1,098.75	28,710.62
Total Creditors					\$ 28,710.62
Reconciliation of Funds					
Balance as per General Ledger					\$ 1,075,638.69
Add outstanding Debtors					\$ 3,327.80
Less outstanding Creditors					\$ 28,710.62
Add Investment Account					\$ 2,200,000.00
Total Cash & Receivables Available					\$ 3,250,255.87

***** Trade Debtors**

Batchelor Area School	2,750.00			
Batchelor Institue				
Katherine High School			66.00	
RS Gardening Care		271.80	240.00	
	2,750.00	271.80	-	306.00

COOMALIE COMMUNITY GOVERNMENT COUNCIL						
GRANT REPORT FOR THE PERIOD ENDING 28TH FEBRUARY 2019						
Date Received	Grant	From	Amount	Expended to date	Amount Remaining	Acquittal Due
22/01/2018	Portable Toilet	Community Benefit Fund	\$ 64,582.00	\$ -	\$ 64,582.00	31/12/2018
1/03/2018	SLGIF Gravelling and Sealing Coach Road	Dept of Housing Community Dev	\$ 414,608.00	\$ 470,043.84	\$ -	Partial Acquittal
29/03/2018	SPG - Upgrade Public Toilets	Dept of Housing Community Dev	\$ 130,000.00	\$ -	\$ 130,000.00	Partial Acquittal
30/04/2018	Adelaide River Tip Fence	NT EPA	\$ 24,684.00	\$ 18,197.84	\$ 6,486.16	1/03/2019
30/05/2018	Adult Learning Activation AR Library	Good Things Foundation	\$ 2,000.00	\$ 2,051.55	\$ -	No acquittal
27/06/2018	SPG - Resurface Sports Courts	Dept of Housing Community Dev	\$ 56,000.00	\$ -	\$ 56,000.00	30/06/2019
27/06/2018	SPG - Replace streetlights with LED	Dept of Housing Community Dev	\$ 86,000.00	\$ -	\$ 86,000.00	30/06/2019
27/08/2018	NT Libraries	Dept Arts and Museums	\$ 49,243.00	\$ 39,614.79	\$ 9,628.21	31/08/2019
31/08/2018	Flood Damage Monsoonal Trough Jan 2018	NDRRA - Dept of Housing Community Dev	\$ 228,000.00	\$ 115,818.32	\$ 112,181.68	30/06/2020
25/09/2018	Get Online Week	Good Things Foundation	\$ 1,500.00	\$ 502.50	\$ 997.50	No acquittal
24/10/2018	Community Sport Recreation Officer	Dept Sport and Recreation	\$ 45,000.00	\$ 41,532.43	\$ 3,467.57	31/08/2019
9/11/2018	Finalise merger proposal join Belyuen Coomalie	Dept of Housing Community Dev	\$ 65,000.00	\$ 26,490.52	\$ 38,509.48	30/06/2019
4/12/2018	SPG - Upgrade Bush Cemetery Toilets to Septic	Dept of Housing Community Dev	\$ 40,000.00	\$ -	\$ 40,000.00	30/06/2020
10/12/2018	School Holiday Program January 2019	Territory Families	\$ 2,000.00	\$ 2,111.52	\$ -	Acquitted
18/01/2019	Be Connected Network	Good Things Foundation	\$ 2,500.00	\$ -	\$ 2,500.00	No acquittal
21/01/2019	Australia Day 2019	Australia Day Council NT	\$ 1,500.00	\$ 1,348.36	\$ 151.64	31/03/2019
24/01/2019	SLGIF Gravelling and Sealing Coach Road	Dept of Local Govt, Housing Community Dev	\$ 480,000.00	\$ -	\$ 480,000.00	30/06/2020
			\$ 1,692,617.00	\$ 717,711.67	\$ 1,030,504.24	
		Cash and Receivables			\$ 3,250,255.87	
		Unspent Grants & Subsidies			\$ 1,030,504.24	
		Cash Available to Council			\$ 2,219,751.63	

RECOMMENDATION

That Council receives and notes the Finance Report and Grant Report for February 2019.

Moved: **Clr.**

Seconded: **Clr.**

9 **CONFIDENTIAL ITEMS**

RECOMMENDATION

That Council close the meeting to the general public in accordance with section 65(2) of the Local Government Act to enable Council to discuss in a Confidential Session an item described under Local Government (Administration) regulations 8;

(e) information provided to the Council on the condition that it be kept confidential.

Moved: Clr.

Seconded: Clr.

9.1 **ANNUAL PROGRAMMED RESEAL WORKS – CONSIDERATION OF QUOTATIONS ABOVE CEO DELEGATION**

RECOMMENDATION

That Council re-open the meeting to the general public in accordance with Section 65(1) of the Local Government Act

Moved: Clr.

Seconded: Clr.

10 **COUNCILLOR REPORTS**

Nil

11 **USE OF THE COMMON SEAL**

Nil

12 **GENERAL BUSINESS**

Batchelor Swimming Pool

13 **DECISIONS ARISING FROM THE CONFIDENTIAL SECTION OF THE COUNCIL MEETING**

Nil

14 **NEXT MEETING**

The next Ordinary General Meeting of Coomalie Community Government Council will be held on Tuesday 16th April 2019 at 6:00pm in the Council Chambers.